



# FAIRFIELD AREA SCHOOL DISTRICT

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Re: HS Building Entrances

HS Students and Parents/Guardians:

Safety of the students, faculty, and staff remain a constant priority, and the Fairfield Area High School is continually evaluating and reviewing procedures that impact safety. One such area of review is the High School Building Entrances, and how the entrances impact the overall safety of the Middle/High School.

So after careful evaluation and review, High School Students will now gain entrance into the building via the Main MS/HS Entrance at the rear of the building. Students will also be able to enter the building through the Gym Lobby Entrance (7:30 – 7:50 AM only). The Gym Lobby Entrance is a bus drop-off zone and is not a student drop-off zone for parents...the student drop-off zone is designated in the back of the building at the Main MS/HS Entrance.

Students will no longer be able to enter the building through the student parking lot entrance that was located by the HS Student Parking Lot and the HS Greenhouse. This will impact student drivers that park in the student parking lot and parents/guardians that previously dropped off MS/HS Students in the student parking lot.

It is understood that this decision will impact the time it takes to enter the building and the previous convenience of entering the building from the student parking lot entrance. This decision has not made lightly nor in isolation, but after consultation with faculty, staff, administration, and the School District Safety Committee.

Students and parent/guardians please remember that students are required to be in their Block 1 class at 7:55 AM each morning so students might need to arrive to school a bit earlier than previous years to allow for time to gain entrance into the building.

Questions or concerns can be directed to the High School Office at 717-642-2004.

Keep Moving Forward,

Brian W. McDowell  
FASD HS Principal





## **Administrative Procedures and Guidelines:** **Use of Motor Vehicles (Policy 223)**

### **PARKING PERMITS:**

- Student parking is available as a privilege to **seniors and juniors**, who may park on campus after purchasing parking passes. Parking passes are sold on a "first-come, first-serve" basis. Parking Permits will be made available to students beginning the second full week of August each school year.
- Students must have their permit hanging from their rear view mirrors in view on their assigned vehicles whenever in the parking lot. Students must register all vehicles that they plan to drive.
- Students must notify the office of any change in information on the parking application including address, vehicle make/model, or license number.
- Parking permits are awarded to individuals and specific vehicles. No one else, but that individual, may use the permit. Any disregard of this rule will lead to loss of privileges for both parties.
- A student whose pass is temporarily suspended must turn in his/her pass by the end of school (3:00 PM) the school day that the pass is suspended. Failure to do so will result in the parking suspension being extended.
- If a student loses a pass, he/she forfeits the opportunity to park at school. A second pass will not be issued.
- Anyone driving to school and parking on school property while privileges are suspended will lose his/her parking privileges for the remainder of the school year.
- Cars parked in a district parking lot during the suspension of a parking permit may be towed at the owner's expense.
- **District Administration reserves the right to enter and inspect any vehicle and the contents therein at any time while the vehicle is parked on school grounds.**

### **DRIVING/PARKING ETIQUETTE:**

- During the summer, student athletes will only be permitted to park in the High School gymnasium lot. Student band members and summer school students will only be allowed to park at the Middle School/High School entrance and the parking lot near the middle school entrance. Students will not be permitted to park anywhere else on school grounds (i.e. elementary school, middle school, other high school lots, etc.). Students will only be permitted to move their vehicles with Administrative permission or when leaving school grounds.
- During the school year, students will only be permitted to park in their assigned spaces. Other parking spaces are off-limits at all times and are reserved for faculty, staff and visitors. Anyone who parks in any other area will be subject to suspension of parking privileges. Students will only be permitted to move their vehicles with Administrative permission or when leaving school grounds.
- After 4:00 PM during the weekday and any time on weekends, students will be allowed to park in the parking spaces that are closest to their activity/practice. This includes parking at the stadium and elementary school. The only exception will be when "games" are being played in the stadium. All parking for stadium games will be in the High School lots.

- All legal driving laws and courtesies must be observed while on school property. Anyone driving in a dangerous or reckless manner will be subject to having parking privileges revoked for the remainder of the school year and a possible citation.
- When students arrive at school in the morning, they should immediately enter school....students are not permitted to loiter in the parking lot. Students must enter the school through the main MS/HS entrance or the HS Gym Lobby entrance (7:40 – 7:50 AM).
- Trespassing, excessive speed, reckless driving, tire squealing, burn outs, and other inappropriate vehicular offenses could result in police notification.
- The failure to follow appropriate driving rules will result in: **First (1st) offense** = parking privileges being revoked for ten (10) student scheduled school days; **Second (2nd) offense** = parking privileges being revoked for twenty (20) student scheduled school days; **Third (3rd) offense** = parking privileges being revoked for the remainder of the school year.

#### **BICYCLE ETIQUETTE:**

- Students wishing to ride a bicycle to school must have completed the Bicycle Permission Form granting permission from the building principal and obtaining parental permission.
- Locks will not be provided for students to secure their bicycle at school.
- Students are not permitted to bring their bicycle into the school building at any time.

#### **PERMANENT PARKING PASS SUSPENSION:**

- Cars parked illegally (fire lane, handicapped, etc.) will result in police notification and parking privileges revoked.
- There is NO Smoking/Vaping at any time in the parking lots, including while vehicles are entering or exiting the campus. Anyone caught smoking/vaping in the parking lot or on campus will have his/her parking privilege revoked on the first offense in addition to being subject to other penalties. Students with a parking permit, who allow other students to smoke in their vehicles, while on school property, will be subject to the same penalty as if they were smoking themselves.
- The following items are prohibited in student's cars while on school property under any circumstances: weapons, banned substances (i.e. alcohol, marijuana, illegal drugs) and any other items identified by school policy. Students caught with any of these items in their vehicles will immediately have their parking privileges revoked for the remainder of the school year in addition to being subject to other penalties.
- Driving privileges will be revoked for the school year if students are riding in/on bumpers, trunks, hoods, roofs, beds of vehicles, or any other non-vehicle manufactured seating/riding areas. (drivers & riders)